

**RECEIVED
TOWN CLERK
BELMONT, MA**

Structural Change Impact Group

MEETING MINUTES

Thursday, February 4, 2021

Location – Remote Meeting on Zoom

DATE: March 1, 2021

TIME: 9:27 AM

Members present: Travis Franck, Mark Paolillo, Joe Bernard, Paul Rickter, Adam Dash, Anne Helgen, Aaron Pikilingis, Matthew Gasbarro, Vicki Amalfitano, Amy Checkoway

Members absent: none

Other attendees: Assistant Town Administrator Jon Marshall

Meeting called to order at 8:01am by Chair Travis Franck

Approval of prior meeting minutes

- Approval of meeting minutes January 21, 2021 (Vote 9-0)

Idea Matrix – Review Current Status

- Aaron Pikilingis shared document “2021-02 SCIG Projects”
 - Mark Paolillo commented that he added his feedback in the ‘Status’ and ‘Status Note’ columns of the document
 - Aaron Pikilingis commented that he added ‘SCIG Next Step’ and ‘SCIG Next Step Person’ columns to the document for future use
 - Travis Franck commented that this document will be included as an appendix to next week’s Report to the Select Board
 - Adam Dash commented that he can also review the document to add his feedback in the ‘Status’ and ‘Status Note’ columns of the document
- Discussion ensued about categorization of line items that are already part of the town’s current operations (could be categorized as “ongoing”)
- Town resident Lisa Pargoli commented about the town’s current fiscal situation and concern about the April 2021 override vote
- Discussion ensued to clarify the timing and purpose of this group’s formation, the value of evaluating what has been done in the past, and the forthcoming web form and public forums as tools to collect specific ideas for this group to evaluate
- Town resident Taylor Yates asked whether this document includes revenue-generating items in addition to the cost-saving items; the reply was that it does include both revenue-generating and cost-saving items
- Discussion continued about the document, including how group members should add their own ideas, and how group members can most efficiently add their own comments on the status of line items
- Next steps: Travis Franck to distribute updated file to the group, then group members will review and add their feedback on statuses

Discussion and Revision of Initial SCIG Report

- Discussion ensued referencing draft version of the Report to the Select Board – “SCIG February 2021 Report (210127)” – already publicly available on the town’s website
- Travis Franck shared document “SCIG February 2021 Report (210127) helgen”, which contained edits submitted by Anne Helgen
 - Discussion ensued to make live edits to the document in preparation for its presentation to the Select Board next week, especially regarding the bulleted list included in the body of the report to summarize the full list included in the appendix

Discussion of Web Form

- Travis Franck shared draft version that has been built by on the mapsonline.net platform for publication on the town’s website
 - Discussion ensued to suggest edits to the survey format, including clarification of which survey questions are optional
- Next steps: Vicki Amalfitano to re-write the survey introduction, then Paul Rickter to work with IT to go live on the town’s website

Discussion of New Business

- Suggested agenda item for future meeting: discuss how we publicize the web form and public forum
- Suggested agenda item for future meeting: discuss the format of our public forum

Vote to adjourn was unanimous; the meeting was adjourned at 10:18am.